

Ansa Environmental Services Ltd (Ansa)
Minutes of Board Meeting,
13th November 2023 at 13.00

Present:

Cllr Arthur Moran, Non-Executive Director - Chair	AM
Kevin Melling, Managing Director	KM
Tom Shuttleworth, Non-Executive Director	TS
Paul Goodwin, Non-Executive Director	PG
Jane Thomason, Deputy Managing Director	JT
Melanie Henniker, Director HR & Corporate Services	MH
Helen Green, Lead Finance Partner, CEC	HG
Cllr Fiona Wilson, CEC Shareholder Observer	FW

Other Attendees:

Karen Potts, PA to MD (Minutes)	KP
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Apologies:

Tracy Baldwin, Principal Accountant, CEC	TB
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Agenda Item	Item Detail	Actions
07	<p>Minutes of last Meeting and Matters Arising.</p> <p>AM and KM approved the minutes</p> <p>The minutes of the board meeting on 16th October of 2023 were accepted as being a true and accurate record.</p> <p>Matters Arising - None</p> <p>Actions – None</p>	
08	<p>HR Policies.</p> <p>MH advised that there are some policies that the board are asked to consider and approve each year, two of these are the Redundancy Policy and the Pensions Discretions Policy which had been presented to this meeting.</p> <p>MH also advised that the proposed Mutually Agreed Resignation Scheme (MARS) policy would be new to the company but is already in operation within the Council.</p> <p>All policies were circulated to the Board prior to the meeting to give them the opportunity to review and ask any questions.</p> <ul style="list-style-type: none"> • Redundancy The Redundancy policy has been in place since 2014 when it was transferred over from the Council. The Management team are proposing no changes. <p>A discussion took place around the policy. PG advised that in the Council, Elected Members are involved in the process for any redundancies costing in excess of £95,000 and requested that this be considered as part of the</p>	MH

review. **Action** MH agreed to investigate this and report back to the board on this aspect.

- **Pensions Discretion**

We are required by the Pensions Discretions policy; the local government pension scheme requires to have a certain number of discretions in place so that it is clear to everyone on how we would treat those circumstances should they arise. We are required to publish these which we publish on our internal web site. Policy refers to both the Defined benefits career average salary as well as the final salary benefits which no longer apply but still exists for employees who were in post by a certain date. MH advised that the Management team are not recommending any changes to the policy.

- **Mutually Agreed Resignation Scheme (MARS) policy.**

MH advised this policy is already in operation within the Council and has proven to be an effective way to help the Council make budgetary savings and other efficiencies by reducing the workforce without having to implement redundancies.

It was discussed that initially this would only be made available to specific areas of the business as there are areas that Ansa could not accept reductions to. MH advised that there would also the Trade Unions would also be consulted before implementation. MH reinforced that applications are purely voluntary, there is no contractual right, and it is a decision for the Company whether to accept or not.

Board Resolution – the Board unanimously agreed to retain the Redundancy Policy and Pensions Discretions Policy in their current format.

The Board unanimously agreed to adopt the Mutually Agreed Resignation Scheme (MARS) policy

09

Operational Update – JT Verbal update

The Christmas collection stickers are to be issued over the next two weeks to all households whose collections fall on Christmas Day, Boxing Day and New Years Day

Further update was given on Schedule 61 which the EA issued 2021 to all waste sectors requiring operators to demonstrate who they operate their facilities in line with best available techniques. As previously reported to the board; Ansa submitted all the documentary evidence required and after a long delay we have now received a response and have been working with the EA officer to review their suggestions on a new refreshed permit. It is likely that there will be increased monitoring requirements. We expect to receive the new and revised permit before Christmas.

TS asked if there were any permit changes to the Odour Control. JT confirmed not to her knowledge.

Cheshire Fire and Rescue service – completed their annual site risk assessment visit last week. Feedback was the electric charging points for both the cars and vans may be a risk.

We have the annual external ISO 4501 9001 1401, H & S, Quality and Environment Standards, audit towards the end of this month with 2 remote days and then Early Dec on-site audits will take place.

Resources and Waste Strategy update

JT gave a verbal update on the Simpler Recycling feedback from Defra 2019/2021 consultation

- DEFRA have determined list of the recycling material we need to collect.
- The materials to be collected in dry recyclable waste streams are glass, metal, plastic paper, and card.
- A deposit Return Scheme (DRS) will operate for steel/aluminium cans and PET plastic bottles up to 3 litres, with the option for consumers to return them through the DRS this will reduce the value of the materials available for collection.
- Several local authorities in England already provide co-mingled services for dry materials and DEFRA acknowledge that this can work well depending on local circumstances, which supports our current collection methodology.

Collection of food waste from household and non-household municipal premises:

- The new legislation mandates waste collection authorities in England to arrange a weekly collection of food waste for recycling or composting from households.
- Commercial premises must also separately collect food waste, but they are not required to have weekly collections.
- The government prefers that food waste be treated through anaerobic digestion (AD), as it offers environmental benefits through biofuel and digestate generation, promoting a circular economy. Biowise is IVC.
- Caddy liner guidance is under consideration with a focus on environmental outcomes. – This comes under the new Burdens Money the government is providing.

Collection of Garden Waste from Households:

- Local Authorities are still required to provide a garden waste collection service upon request, but they can choose to charge for it, and there is no cap on how much they charge. Council have implemented charging of garden waste.
- The government will monitor garden waste recycling rates and explore options to reduce garden waste going to the residual waste stream.

Timeline:

New requirements for collections of dry recyclable materials (except plastic film) from:

- households: by the end of the financial year in which EPR for packaging commences – by 31 March 2026
- businesses and relevant non-domestic premises: by 31 March 2025
- micro-firms: by 31 March 2027

New requirements for collections of plastic film from:

- households, businesses, non-domestic premises, and micro-firms: by 31 March 2027

New requirements for collections of food waste from:

- households: by 31 March 2026 – unless a transitional arrangement applies
- businesses and non-domestic premises: by 31 March 2025
- micro-firms: by 31 March 2027

New requirements for minimum collections of residual waste from:

- households: by 31 March 2026

	<p>Statutory and Non-Statutory Guidance:</p> <ul style="list-style-type: none"> • The government intends to publish statutory guidance on the duties imposed by the Environmental Protection Act 1990. • The government plans to include in statutory guidance that local authorities should provide a minimum service standard of a fortnightly collection for residual waste, alongside a weekly food waste collection. • The government encourages more frequent residual waste collections and considers the minimum fortnightly standard as a backstop. <p>The government is committed to funding the additional costs incurred by local authorities due to the new recycling duties, which include:</p> <ul style="list-style-type: none"> • Mandatory weekly food waste collections from households. <p>Funding for these new duties will come from:</p> <ul style="list-style-type: none"> • Reasonable new burdens fundings (£295 million), covering capital and resource costs, as well as ongoing service costs for food waste collection from households. <p>New Burdens Funding for food waste collections:</p> <ul style="list-style-type: none"> • The government will provide reasonable new burdens funding to local authorities for household food waste collection • Funding aims to cover reasonable costs, and local authorities should not expect full reimbursement for all expenditures. <p>A discussion took place around additional vehicles, storage of the vehicles, impact on the depot and current planning restrictions, Middlewich bypass, O licences. This was flagged as a risk due to timelines and funding and availability of sites. TS advised he is presenting a short presentation to the Corporate Team on Wednesday 15 November highlighting planning risks, cost risks and operational risks. Action TS to share with the Board</p>	TS
10	<p>Confirm Audit Committee Members and Appointment of Chair.</p> <p>MH gave an overview of the Audit Committee and referred to the Terms of Reference.</p> <p>Audit meeting are held quarterly and more frequent if required.</p> <p>KM advised that Ansa new Board structure allows for 2 directors being members and 2 directors being Council Officers. Once we have a full complement of Directors, we will revisit the appointment of Audit Committee members and appoint a new chair if required.</p> <p>A discussion took place and TS and PG accepted positions on the Audit Committee. PG declined the position of Chair as he felt there would potentially be a conflict of interest due to the position he holds with the council.</p> <p>TS was then appointed chair of the Audit Committee.</p>	
11	<p>Any Other Business</p> <p>None</p>	

The Meeting closed at 15.41

Next Board Meeting: Next Board Meeting: Tuesday 19th December 2023 at 13.30